



A Golden Past.
A Shining Future.

Finance Committee Meeting Minutes

Glynn County Board of Commissioners

2:00 PM, Tuesday, April 23, 2019

Second Floor Conference Room 224

W. Harold Pate Courthouse Annex Building
Brunswick, Georgia

*Anyone requiring additional information or disability assistance,
please call the Board of Commissioners Office at 554-7400.*

Present:

Committee Members: A. Booker, B. Brunson, and D. O'Quinn

Elected Officials/Staff: D. Austin, D. Bragdon, J. Catron, D. Dagenhart, L. Gurganus, M. Hardin, T. Hill, T. Munson, A. Randolph, A. Sapp, and W. Worley

Others: I. King-Badya, T. Cooper, I. Figueroa, F. Frankenburg, J. Kilgore, M. Permar, R. Rosdahl, M. Smith, and S. Susnea

To view an item's support documentation, click on its [REPORT](#).

1. Consider approval of the March 26, 2019 Finance Committee Minutes.

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Approved the March 26, 2019 Finance Committee Minutes. (T. Munson) [REPORT](#)

2. Consider recommending the Board of Commissioners declare the unusable items listed on the attached page as surplus and approve disposing of these items in the best interest of the County.

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners declare the unusable items listed on the attached page as surplus and approve disposing of these items in the best interest of the County. (T. Munson) [REPORT](#) FC Vote: 3-0

Budget/Grants

3. Consider recommending the Board of Commissioners adopt the Resolution to amend the FY18/19 Budget.

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners adopt the Resolution to amend the FY18/19 Budget. (T. Munson) [REPORT](#) FC Vote: 3-0

4. Consider recommending the Board of Commissioners accept the donations made to Animal Control for FY19 and increase the revenues and expenditures in the FY19 Animal Control operating budget in the amount of \$6,798.

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners accept the donations made to Animal Control for FY19 and increase the revenues and expenditures in the FY19 Animal Control operating budget in the amount of \$6,798. (T. Hill) [REPORT](#) FC Vote: 3-0

5. *Consider recommending the Board of Commissioners accept the National Police Dog Foundation Grant and increase the Glynn County Police Department's FY20 revenue and expenditure budgets by \$2,500 each.*

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners accept the National Police Dog Foundation Grant and increase the Glynn County Police Department's FY20 revenue and expenditure budgets by \$2,500 each. (T. Munson) [REPORT](#) FC Vote: 3-0

6. *Consider recommending the Board of Commissioners accept the grant and increase the Emergency Medical Services FY19 revenue and expenditures budget by \$6050.00 for needed EMS equipment.*

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners accept the grant and increase the Emergency Medical Services FY19 revenue and expenditures budget by \$6050.00 for needed EMS equipment. (R. Jordan) [REPORT](#) FC Vote: 3-0

Tax Commissioner's Items

7. *Consider recommending the Board of Commissioners **approve or deny** a request from property owner to waive penalties and interest from a late property tax payment and refund the owner, Katrien M. Devos and Jeffrey L. Bennetzen, \$539.46 for 2017 taxes on Parcel #04-10930.*

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners *deny* a request from property owner to waive penalties and interest from a late property tax payment and refund the owner, Katrien M. Devos and Jeffrey L. Bennetzen, \$539.46 for 2017 taxes on Parcel #04-10930. (J. Chapman) [REPORT](#) FC Vote: 3-0

8. *Consider recommending the Board of Commissioners **approve or deny** a request from Mr. Robert E. Rosdahl for a refund of late penalties paid in the amount of \$129.99 (plus \$10.00) on 2019 Pacifica Chrysler.*

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners *deny* a request from Mr. Robert E. Rosdahl for a refund of late penalties paid in the amount of \$129.99 (plus \$10.00) on 2019 Pacifica Chrysler. (J. Chapman) [REPORT](#) FC Vote: 3-0

9. *Consider recommending the Board of Commissioners **approve or deny** a request from Ms. Sorina Susnea and Mr. Fred Frankenberg for a refund of late penalties totaling \$229.96 Late Fees on Tag Numbers EVQ630, RQJ6619, XBV917.*

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

**Recommend the Board of Commissioners *deny* a request from Ms. Sorina Susnea and Mr. Fred Frankenberg for a refund of late penalties totaling \$229.96 Late Fees on Tag Numbers EVQ630, RQJ6619, XBV917. (J. Chapman) [REPORT](#)
FC Vote: 3-0**

Contracts/Bids

10. Consider recommending the Board of Commissioners approve and execute the FY20 contract with the Coastal Georgia Community Action Authority, Inc. for \$22,500 with funding to be provided by the FY20 Budget.

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

**Recommend the Board of Commissioners approve and execute the FY20 contract with the Coastal Georgia Community Action Authority, Inc. for \$22,500 with funding to be provided by the FY20 Budget. (T. Munson) [REPORT](#)
FC Vote: 3-0**

11. Consider recommending the Board of Commissioners approve the personnel contracts with the University System of Georgia's (UGA) Cooperative Extension Office to extend the contracts of one County Ag Agent, one County Extension Associate, and one Cooperative Extension Coordinator through June 30, 2020 with funding in the amount of \$97,810 to be provided by the FY20 GA Extension Operating Budget.

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Defer to May Finance Committee Agenda consideration of approval the personnel contracts with the University System of Georgia's (UGA) Cooperative Extension Office to extend the contracts of one County Ag Agent, one County Extension Associate, and one Cooperative Extension Coordinator through June 30, 2020 with funding in the amount of \$97,810 to be provided by the FY20 GA Extension Operating Budget. (A. Ours) [REPORT](#) FC Vote: 3-0

12. Consider recommending the Board of Commissioners exercise the 3rd option year renewal of the contract with Keep Golden Isles Beautiful (KGIB) in the amount of \$51,924 with funding to be provided by the FY20 Solid Waste Fund Operating Budget.

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners exercise the 3rd option year renewal of the contract with Keep Golden Isles Beautiful (KGIB) in the amount of \$51,924 with funding to be provided by the FY20 Solid Waste Fund Operating Budget. (P. Thompson) [REPORT](#) FC Vote: 3-0

13. Consider recommending the Board of Commissioners approve the contract with the Department of Corrections for three work details at a cost of \$39,500 per year per detail, for a total contract cost of \$118,500 with funding to be provided by the Public Works FY20 operating budget.

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners approve the contract with the Department of Corrections for three work details at a cost of \$39,500 per year per detail, for a total contract cost of \$118,500 with funding to be provided by the Public Works FY20 operating budget. (D. Austin) [REPORT](#) FC Vote: 3-0

14. *Consider recommending the Board of Commissioners approve the contract with the Georgia Department of Transportation for the mowing of rights-of-way and litter pickup on 22.23 miles of state routes in Glynn County at a reimbursement rate of \$2,625 per mile for a total annual reimbursement of \$58,353.75.*

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners approve the contract with the Georgia Department of Transportation for the mowing of rights-of-way and litter pickup on 22.23 miles of state routes in Glynn County at a reimbursement rate of \$2,625 per mile for a total annual reimbursement of \$58,353.75. (D. Austin) [REPORT](#) FC Vote: 3-0

15. *Consider recommending the Board of Commissioners approve award of the contract with Thompson Consulting Services to provide Debris Monitoring services for FY20.*

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners approve award of the contract with Thompson Consulting Services to provide Debris Monitoring services for FY20. (D. Austin) [REPORT](#) FC Vote: 3-0

16. *Consider recommending the Board of Commissioners exercise the second-year option of the contract for Bulk Fuel Delivery to Sommers Oil Company, Richmond Hill, GA, for .060 total mark-up over Opus low rack Regular Unleaded 87 Octane fuel and .067 total mark-up over Opus low rack #2 Low Sulfur Diesel fuel which includes freight with funding to be provided by the FY20 Fuel Budget in various funds.*

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners exercise the second-year option of the contract for Bulk Fuel Delivery to Sommers Oil Company, Richmond Hill, GA, for .060 total mark-up over Opus low rack Regular Unleaded 87 Octane fuel and .067 total mark-up over Opus low rack #2 Low Sulfur Diesel fuel which includes freight with funding to be provided by the FY20 Fuel Budget in various funds. (D. Austin) [REPORT](#) FC Vote: 3-0

17. *Consider recommending the Board of Commissioners exercise the first option year with Creative Landscapes for right-of-way mowing and landscaping services at the Demere/Frederica Roundabout (Task 1) in the amount of \$7,500; for the Frederica/Lawrence Roundabout (Task 2) in the amount of \$2,800; for Sea Island Road-Demere to Frederica (Task 3) in the amount of \$8,700 for Lawrence Rd Roundabout to Hampton Point (Task 4) in the amount of \$16,600 for a total project amount of \$37,600 with funding to be provided by the FY20 Public Works Operating Budget.*

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners exercise the first option year with Creative Landscapes for right-of-way mowing and landscaping services at the Demere/Frederica Roundabout (Task 1) in the amount of \$7,500; for the Frederica/Lawrence Roundabout (Task 2) in the amount of \$2,800; for Sea Island Road-Demere to Frederica (Task 3) in the amount of \$8,700 for Lawrence Rd Roundabout to Hampton Point (Task 4) in the amount of \$16,600 for a total project amount of \$37,600 with funding to be provided by the FY20 Public Works Operating Budget. (D. Austin) [REPORT](#) FC Vote: 3-0

18. *Consider recommending the Board of Commissioners exercise the third-year renewal option for Tree Maintenance and Removal Services to Jones Maintenance Company Inc., Saint Simons Island, Georgia, the current contract holder, with funding to be provided by the FY20 Public Works Operating Budget.*

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners exercise the third-year renewal option for Tree Maintenance and Removal Services to Jones Maintenance Company Inc., Saint Simons Island, Georgia, the current contract holder, with funding to be provided by the FY20 Public Works Operating Budget. (D. Austin) [REPORT](#) FC Vote: 3-0

19. *Consider recommending the Board of Commissioners award the Commercial Service to Republic Services effective July 1, 2019 to Republic Services of Georgia at a projected cost of \$143,264.92 with funding to be provided by various FY20 operating budgets.*

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners award the Commercial Service to Republic Services effective July 1, 2019 to Republic Services of Georgia at a projected cost of \$143,264.92 with funding to be provided by various FY20 operating budgets subject to the County Attorney's approval. (D. Austin) [REPORT](#) FC Vote: 3-0

20. *Consider recommending the Board of Commissioners enter into an instructor agreement with Romina Lopez-Ortiz to instruct swim lessons at Neptune Park Pool for Summer 2019.*

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners enter into an instructor agreement with Romina Lopez-Ortiz to instruct swim lessons at Neptune Park Pool for Summer 2019. (L. Gurganus) [REPORT](#) FC Vote: 3-0

21. *Consider recommending the Board of Commissioners award a contract for construction of a restroom facility at Paulk Park to Altamaha Building Systems in the amount of \$93,000 with funding to be provided by the FY2019 Capital Projects Fund.*

The following motion made by Commissioner Brunson and seconded by Commissioner O'Quinn passed unanimously.

Recommend the Board of Commissioners award a contract for construction of a restroom facility at Paulk Park to Altamaha Building Systems in the amount of \$93,000 with funding to be provided by the FY2019 Capital Projects Fund. (L. Gurganus) [REPORT](#) FC Vote: 3-0

22. *Consider recommending the Board of Commissioners approve the purchase and master service agreement to TeleCommunication Systems, Inc. for support and maintenance service of the call handling system in an annual amount of \$41,500 with funding to be provided by the FY19 and FY20 Glynn-Brunswick 911 Center Operations & IT Budgets, pending the County Attorney approval of the agreement.*

The following motion made by Commissioner O'Quinn and seconded by Commissioner Brunson passed unanimously.

Recommend the Board of Commissioners approve the purchase and master service agreement to TeleCommunication Systems, Inc. for support and maintenance service of the call handling system in an annual

amount of \$41,500 with funding to be provided by the FY19 and FY20 Glynn-Brunswick 911 Center Operations & IT Budgets, pending the County Attorney approval of the agreement. (J. Catron) [REPORT](#) FC Vote: 3-0

Other Items

23. *Request that the Chairman identify the Finance Committee items which should be included as consent items in the Commission's Meeting Agenda.*

- **Items #2-10, #12-18, and #20-22 will be placed on the May 2, 2019 Board of Commissioners' Consent Agenda.**
- **Item #11 is deferred to the May Finance Committee Agenda.**
- **Item #19 will be placed on the May 2, 2019 Board of Commissioners General Business Agenda for discussion.**
- **Items #1 will not be forwarded to the Board of Commissioners' Agenda.**